

**BOARD OF SUPERVISORS**

*Brown County*

305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600



E-Mail [BrownCountyCountyBoard@co.brown.wi.us](mailto:BrownCountyCountyBoard@co.brown.wi.us)

PHONE (920) 448-4015 FAX (920) 448-6221

**"PUBLIC NOTICE OF MEETING"**

**Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held**

**THE WEEK OF  
MAY 26 – 30, 2014**

**MONDAY, MAY 26, 2014**

(No Meetings)

**HAPPY MEMORIAL DAY**

**TUESDAY, MAY 27, 2014**

(No Meetings)

**WEDNESDAY, MAY 28, 2014**

\*11:00 am Revolving Loan Fund Committee

Room 200, Northern Building  
305 E. Walnut Street

\*5:30 pm Human Services Committee

Room 200, Northern Building  
305 E. Walnut Street

**THURSDAY, MAY 29, 2014**

\*8:30 am Aging & Disability Resource Center – Board of Directors

Aging & Disability Resource Center  
300 S. Adams Street

\*5:00 pm Administration Committee

Room 200, Northern Building  
305 E. Walnut Street

**FRIDAY, MAY 30, 2014**

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

**AGENDA**  
**BROWN COUNTY REVOLVING LOAN FUND COMMITTEE**  
**Wednesday, May 28, 2014**  
**Northern Building**  
**305 E. Walnut Street, Conference Room 200**  
**Green Bay, WI 54301**  
**11:00 a.m.**

**ROLL CALL:**

Brent Miller  
Robert Patrickus  
Charles Riley

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Chad Weininger  
Ron Van Straten, Chair

\_\_\_\_\_  
Exc

**ORDER OF BUSINESS:**

1. Approval of the minutes of the May 5, 2014, meeting of the Brown County Revolving Loan Fund Committee.
2. Pursuant to Wisconsin Statute 19.85(1)(g), the Brown County Revolving Loan Fund Committee will convene in Executive Session for the purpose of reviewing a loan request from Fusion Integrated Solutions, LLC.

At the completion of the closed session, the committee may reconvene in open session to report the results of the closed session.

3. Other matters.
4. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMITTEE MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY PLANNING COMMISSION OFFICE AT (920) 448-6480 AT LEAST TWO BUSINESS DAYS BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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## **HUMAN SERVICES COMMITTEE**

Patrick Evans  
Dan Robinson, Erik Hoyer,  
Dan Haefs, Pat La Violette

### **HUMAN SERVICES COMMITTEE**

**Wednesday, May 28, 2014**

**5:30 p.m.**

**Room 200, Northern Building  
305 E. Walnut Street**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEM LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of April 30, 2014.

### **Comments from the Public**

### **Report from Human Services Chair, Patrick Evans**

1. **Review Minutes of:**
  - a. Aging & Disability Resource Center Board Meeting (April 24, 2014).
  - b. Aging & Disability Resource Center Nominations and Human Resource Committee (April 22, 2014).
  - c. Children With Disabilities Education Board (April 29, 2014 and May 14, 2014 – Special).
  - d. Human Services Board (May 8, 2014).
  - e. Veterans Recognition Subcommittee (April 15, 2014).

### **Syble Hopp School**

2. Syble Hopp School 2014-2015 Budget.

### **Health Department**

3. Discussion and approval of First Amendment to Lease between Brown County and First Merit Bank, NA to Kim P. Kramer.
4. Discussion re: Mileage reimbursement rate for sanitarians.

### **Human Services Department**

5. Resolution re: On helping families move from homelessness to self-sufficiency. *Motion at April meeting: Hold for one month.*
6. Resolution re: Change in Table of Organization for the Human Services Department Social Worker/Case Manager.

7. Budget Adjustment Request (14-49): Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts).
8. Executive Director's Report.
9. Detox Update. *Motion at April meeting: To keep this item as an agenda item until some resolution is met.*
10. Approval to publish RFP for Human Services Enterprise Software – Project 1841.
11. Financial Report for Community Treatment Center and Community Programs.
12. Statistical Reports.
  - a. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
  - b. Monthly Inpatient Data – Bellin Psychiatric Center.
  - c. Child Protection – Child Abuse/Neglect Report.
  - d. Monthly Contract Update.
13. Request for New Non-Continuous Vendor.
14. Request for New Vendor Contract.

**Aging & Disability Resource** – No agenda items.

**Veterans Services** – No agenda items.

**Other**

15. Audit of bills.
16. Such other Matters as Authorized by Law.

Patrick Evans, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

# AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD OF DIRECTOR'S MEETING

**Thursday, May 29, 2014 at 8:30 a.m.**  
300 S. Adams St. Green Bay, WI 54301

## AGENDA

Agenda Item	Handout	Action Required
1. Pledge of Allegiance		
2. Introductions		
3. Adoption of Agenda	Yes	Yes
4. Approval of the minutes of regular meeting of <b>April 24, 2014</b>	Yes	Yes
5. Comments from the public		
6. Finance Report		
a. Review and approval of April, 2014 Finance Report	Yes	Yes
b. Review and approval of Restricted Donations	Yes	Yes
7. Directors Report:		
a. Updated Board List	Yes	
b. State Video award: Leonard and Finco Proposal and Budget Request	Yes	Yes
c. Grants: NEWRT-Barb Grant, Lighten Up, Oneida, Farmers Market Agreement,	Yes	Yes
d. Dementia Care Specialist		
e. Executive Committee and Finance 101-budget process Scheduled June 26 <sup>th</sup> 8:30		
8. Lisa Mills DHS Independent Consultant ODEP Employment First State Leadership Mentoring Program; LEAD Center Customized Employment Initiative <i>CMS/Olmstead and Rehabilitation Centers around the country</i>	Yes	Yes
9. Family Care Update		
10. Legislative Updates		
11. Announcements		
12. Next Meeting – <b><i>Executive and Finance Committee June 26<sup>th</sup> 8:30. Full Board July 10, 2014.</i></b>		
13. Adjourn		Yes

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Tom Diedrick, Chairperson  
Aging & Disability Resource Center  
of Brown County

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### **ADMINISTRATION COMMITTEE**

Steve Fewell, Thomas DeWane  
Allan Jamir, David Steffen, Richard Schadewald

### **ADMINISTRATION COMMITTEE**

**Thursday, May 29, 2014**

**5:00 p.m.**

**Room 200, Northern Building  
305 E. Walnut Street**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM  
LISTED ON THE AGENDA**

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Election of Chair.
- IV. Election of Vice Chair.
- V. Set date and time for regular meetings.
- VI. Approve/Modify Minutes of April 24, 2014.

### **Comments from the Public**

1. Review Minutes of:
  - a. Housing Authority (March 20, 2014 & April 21, 2014).

### **Communications** (None)

### **Corporation Counsel**

2. Monthly Report for April, 2014.

### **County Clerk**

3. Budget Status Financial Report for March and April, 2014.

### **Child Support**

4. Budget Status Financial Report for April, 2014.
5. Agency Director Summary for May 2014.

### **Treasurer**

6. Budget Status Financial Report for January, February and March 2014.
7. Financial Reports for the Month of January, February and March, 2014.

### **Human Resources**

8. Budget Status Financial Report for March, 2014.
9. Human Resources Activity Report for April, 2014.
10. Director's Report.

**Department of Administration**

11. Administration Budget Status Financial Report for April, 2014.
12. 2014 Budget Adjustment Log.
13. Pay for Performance. *Held for one month.*
14. Director's Report.

**Technology Services** – No items.

**Other**

15. Audit of bills.
16. Adjourn.

Steve Fewell, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

MAY 2014




SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 Ed and Rec 5:15 pm @ Zoo	2	3
4	5	6	7 Public Safety 5:30 pm @ Jail	8	9	10
11  Mothers Day	12 Executive Cmte 5:30 p.m.	13	14	15	16	17
18	19	20 Veterans Recognition Subcmte 5:00 pm	21 CJCB 8:00 am Spec Exec 6:45 pm <b>Board of Supervisors 7:00 pm</b>	22	23	24
25	26 Memorial Day County Board Office Closed 	27	28 Human Services 5:30 pm	29 Admin Cmte 5:00 pm	30	31



JUNE 2013



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Land Con 5:30 pm PD&T To Follow @ Health Dept	3	4 Public Safety 11:00 am	5 Ed & Rec 5:30 pm @ Golf Course	6	7
8	9 Executive Cmte 5:30 p.m.	10	11	12	13	14
15  Father's Day	16	17 Veterans Recognition Subcmte 5:00 pm	18 <b>Board of Supervisors 7:00 pm</b>	19	20	21
22	23 Land Con 6:00 pm PD&T 6:30 pm	24	25 Human Services 5:30 pm	26 Admin Cmte 5:00 pm	27	28
29	30					

## **BROWN COUNTY COMMITTEE MINUTES**

- Revolving Loan Fund Committee (May 5, 2014 – Draft)

**To obtain a copy of Committee minutes:**

[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

**OR**

**Contact the Brown County Board Office or the County Clerk's Department**

**(DRAFT) MINUTES  
BROWN COUNTY REVOLVING LOAN FUND COMMITTEE  
Monday, May 5, 2014  
Northern Building  
305 E. Walnut Street, Conference Room 200  
Green Bay, WI 54301  
1:30 p.m.**

**ROLL CALL:**

Brent Miller  
Robert Patrickus

X  
X

Chuck Riley  
Ron Van Straten, Chair

X  
X

**OTHERS PRESENT:** Chuck Lamine, Chad Weininger, Laura and John Peszko, and Lisa Harmann.

R. Van Straten called the meeting to order at 1:35 p.m.

**ORDER OF BUSINESS:**

1. Approval of the minutes of the January 14, 2014, meeting of the Brown County Revolving Loan Fund Committee.

A motion was made by B. Miller, seconded by R. Patrickus, to approve the minutes as presented. Motion carried unanimously.

A motion was made by B. Miller, seconded by C. Riley, to amend the agenda to address both agenda items #2, #3 and #4 as a combined executive session. Motion carried unanimously.

2. Pursuant to Wisconsin Statute 19.85(1)(e), the Brown County Revolving Loan Fund Committee will convene in Executive Session for the purpose of reviewing a loan request from Shining Stars Pre-School & Childcare Center, LLC.

At the completion of the closed session, the committee may reconvene in open session to report the results of the closed session.

A motion was made by B. Miller, seconded by C. Riley, to convene in closed session pursuant to Wisconsin Statute 19.85(1)(e) for the purpose of reviewing a loan request from Shining Stars Pre-School & Childcare Center, LLC. Motion carried unanimously.

Pursuant to Wisconsin Statute 19.85(1)(e), the Brown County Revolving Loan Fund Committee remained in Executive Session for the purpose of reviewing the status of an existing loan for Synchrotek, Inc.

Pursuant to Wisconsin Statute 19.85(1)(e), the Brown County Revolving Loan Fund Committee remained in Executive Session for the purpose of conferring with legal counsel regarding loan litigation with Raven Manufacturing, LLC.

A motion was made by B. Miller, seconded by R. Patrickus, to return to open session. Motion carried unanimously.

A motion was made by C. Riley, seconded by B. Miller, to amend and approve the Shining Stars Pre-School & Childcare Center, LLC loan request to be for \$110,000 at 4% interest with a blended repayment term. Collateral will be a purchase money security interest in the specific equipment that the borrower is purchasing with the loan funds. We will also take a general security interest in all assets junior to Community First Credit Union and SBA's loans. Brown County Revolving Loan Fund will take a third place lien on the existing Suamico facility, new Hobart facility, and the Peszko's homestead. A letter report for a junior lien on the cottage/cabin will also be sought. Loan is contingent upon receiving a list of items intended for purchase with the \$80,000 of equipment proceeds as well as obtaining \$45,000 in working capital from other sources to be secured prior to Brown County RLF disbursement. Loan is subject to meeting all requirements called forth by the SBA 504 loan. Motion carried unanimously.

A motion was made by B. Miller, seconded by R. Patrickus, after account review and current loan payments, to forebear legal action due to the lack of job creation by Synchrotek, Inc. Motion carried unanimously.

A motion was made by B. Miller, seconded by R. Patrickus, to obtain from legal counsel clarification on the proposal presented regarding when the release of Raven Manufacturing will take place. Motion carried unanimously.

3. New committee member appointment.

Discussed the definition of a quorum. Committee asked if B. Miller would stay on, as well as bringing in Chad Weininger as a new committee member. C. Lamine and C. Weininger will meet with Troy Streckenbach regarding adding additional members.

4. Other business.

Open records request was received from the Press-Gazette. Report that was provided to the Press-Gazette was shared with committee members.

5. Adjourn.

A motion was made by B. Miller, seconded by R. Patrickus, to adjourn. Motion carried unanimously. The meeting adjourned at 3:29 p.m.